

STEELE MEMORIAL MEDICAL CENTER

P.O. BOX 700 ~ SALMON, IDAHO 83467 ~ (208)756-5600 ~ FAX (208) 756-4169

BOARD OF DIRECTOR'S MEETING

March 2, 2010

MINUTES

- MEMBERS PRESENT:** Vic Phillips, Chairman
Ryan Allen, Vice Chairman
Shayne Holmes
Dennis Lile
Roy Barrett
Annette McFarland
Mike Ries
Ex Officio:
Victoria Alexander-Lane, CEO
David Yanoff, MD
Brett Barsalou, Lemhi County Commissioner
- MEMBERS ABSENT:** Jason Smith, Secretary/Treasurer
- OTHERS PRESENT:** Tom Dingus, Dingus, Zarcore & Associates PLLC
David Miller, QHR Associate Vice President
Linda Astalos, CNO/COO
Abner King, CIO
Adam Deutchman, MD
Minutes recorded by Libby Brittain, Executive Assistant
- CALL TO ORDER:** The meeting was called to order at 4:34 p.m. by Chairman Phillips.
- AUDITOR'S PRESENTATION:** Mr. Tom Dingus from Dingus, Zarcore & Associates PLLC presented the Auditor's Report for fiscal year ending September 30, 2009. Mr. Dingus stated that the fieldwork for the Audit occurred in November 2009 and was completed in January 2010. Mr. Dingus reported that Net patient revenue increased 4%; and Gross revenue increased by 11%. There were two significant deficiencies which were considered inconsequential but significant enough to note. Mr. Dingus discussed that there were no material weaknesses and elaborated that this was commendable. Mr. Dingus reviewed the written report and financial indicator graphs. Discussion followed. Ms. Alexander-Lane praised Preston Becker, former CFO and Sheri Miller, Accountant as well as all of staff involved in assisting with the Auditing process. Mr. Miller also added praise to the staff. Mr. Phillips thanked Ms. Alexander-Lane for her effective management.
- MOTION:** Motion was made by Mr. Lile, seconded by Mr. Allen, to approve the Dingus, Zarcore & Associates PLLC Auditor's Report as

presented for fiscal year ending September 30, 2009. Motion carried unanimously.

**QHR CLIENT IMPACT
REPORT/BLUE BOOK:**

Mr. David Miller presented the QHR Client Impact Report for fiscal year ending September 30, 2009. Mr. Miller explained that the Client Impact Report is designed to correlate with SMMC's Strategic Plan/Annual Business Plan. Mr. Miller explained SMMC's performance and the tangible value of \$355,947.00 which was saved through Quorum Health Resources in the following areas: Chargemaster Assessment/Consultation, Professional and Membership dues, Business Partner Savings, and QHR Learning Institute/Educational Opportunities.

**QHR CONSULTING
PLAN:**

Ms. Alexander-Lane presented the QHR Consulting Plan.

**STRATEGIC PLAN
UPDATE:**

Ms. Alexander-Lane presented the update to the Steele Memorial 2010 Business Plan/Strategic Plan.

CONSENT CALENDAR:

Included in the consent calendar were the following items: Minutes from the January 26, 2010 meeting with noted correction; the CEO Report which included the Compliance Program, and Approval of Bank Signatories; Patient Care Services Report; and the Medical Staff Report, which included the following Medical Staff Policies & Procedures: 690-002 Medical Record Documentation Requirements, 690-004 Consultation, 690-007 Delinquent Medical Records, 690-008 Surgery, Emergency room, Medicine and OB-GYN Department Policies and Procedures, 690-009 Medical Provider Orders, 690-011 Medical Coverage for Dental and Podiatric Patients.

MOTION: Motion was made by Ms. McFarland, seconded by Mr. Barrett, to approve the minutes from the January 26, 2010 meeting with the noted correction. Motion carried unanimously.

MOTION: Motion was made by Mr. Holmes, seconded by Mr. Lile, to approve the consent calendar. Motion carried unanimously.

COMMITTEE REPORTS:

In Mr. Smith's absence, Mr. Allen and Ms. Alexander-Lane reported that the Finance Committee met February 17, 2010. The Financial Report for January was thoroughly discussed. Ms. Alexander-Lane reported that January was the third month of a small operating loss. It was noted that issues in the Revenue Cycle were recognized and that actions were taken to expedite the solution. In order to offset the loss, a calculated Reduction In Force was used for saving the loss amount in salaries. Discussion followed.

Ms. Alexander-lane commended Irene Reinhold, Health Information Manager for her diligent work in closing all February charges by the third business day of the month of March.

MOTION: Motion was made by Mr. Allen, seconded by Ms. McFarland, to approve the January 2010 Financials. Motion carried unanimously.

BOARD EDUCATION: Ms. Alexander-Lane presented the following article for Board Education: "This is a Test." *Modern Healthcare*. November 2009. Discussion followed.

OTHER BUSINESS: Mr. Phillips reported that the contract with St. Patrick Hospital will be addressed in a future meeting.

Dr. Yanoff reported on the Steele Memorial Foundation. The goal was to raise \$40,000 and as of March 2 the Foundation has raised approximately \$38,700.

Ms. Alexander-Lane reported that SMMC won first place in the Blue Cross of Idaho's 2009 Hospital Quality Program.

MOTION: Motion was made by Mr. Lile, and seconded by Ms. McFarland to move into executive session under Idaho Code 67-2345 to discuss personnel. Motion carried unanimously by roll call. The general session reconvened at 8:09 p.m.

ADJOURNMENT: The meeting was adjourned at 8:10 p.m. by Mr. Phillips.

las

Vic Phillips, Chairman